



**Prior Heath Infant School**  
Prior Road, Camberley, Surrey GU15 1DA

Headteacher: Mrs Ellen McClelland  
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15<sup>th</sup> September 2017

Dear Reception Parents,

### **Harvest**

As mentioned in the newsletter of 8<sup>th</sup> September 2017, our Harvest Celebrations will be held on Wednesday 11<sup>th</sup> October. The Reception children will be holding their own Harvest Assembly in the morning and the Years 1 and 2 celebration will take place in the afternoon. You are very welcome to join our assembly at 10.15am on Wednesday 11<sup>th</sup> October during which the children will sing some Harvest songs. This will be a very short and informal event as the children have only been in school for a few weeks.

Whilst we greatly appreciate your support and interest, in order to meet health and safety regulations we are only able to accommodate an audience of 120 people. As there is one year group taking part involving 60 children we are therefore able to invite two people per family. We are issuing tickets to this year's event and have attached two tickets to this newsletter. If you are unable to attend the Harvest Festival, please would you return the tickets to the school office.

Babies and pre-school children are such an active and vocal audience that they can be a distraction to those performing and also to the rest of the audience. Therefore, the Harvest Festival will be for adults only but we hope to provide a crèche for both the morning and afternoon events. However, this will rely on enough volunteers coming forward to help. Further information can be found below.

Contributions of fresh fruit, bread and cakes (homemade or bought), vegetables, flowers, tins or packets of food would be very much appreciated on the morning of the service. (Please ensure all produce is in date.) If any parents have any tall vases that we can borrow (not precious ones) we would be grateful. Please take these to the hall on the morning of the service.

### **Crèche**

If you are able to make other arrangements for pre-school children, this would be greatly appreciated and would free up the crèche for those who have no alternative.

The crèche would be run by parent volunteers but if you know of anyone else who would be prepared to help, please do let us know. Unfortunately, if we do not have enough helpers to fulfil the legal requirements for adult/child ratios, the crèche will not run. The crèche is open only to siblings of Prior Heath children.

We require exact numbers well before the day to ensure the correct adult/child ratio is adhered to. For this reason, **under no circumstances** will children be accepted for care on the day without prior arrangement.

If you would be interested in using the crèche on that morning please return the attached form by **Monday 25<sup>th</sup> September** at the latest. Regrettably if we do not have enough helpers or places in the crèche, it will be necessary to ask you to make your own arrangements for your pre-school children on that morning.

If you would be able to help with the crèche during the Years 1 and 2 Harvest Festival from 1.45pm in the afternoon please complete the attached form.

### **Displaying, Packing & Distributing Produce**

The donated produce is arranged into an attractive display by parents on the morning of the Harvest Celebration, Wednesday 11<sup>th</sup> October. The following morning, Thursday 12<sup>th</sup> October, it is packed into parcels ready for children and parents to deliver to care homes for the elderly (see further information below). If you are able to help with setting up the display of produce at 9.00am on Wednesday 11<sup>th</sup> October, with packing parcels at the same time on Thursday 12<sup>th</sup> and/or delivering the produce on Thursday 12<sup>th</sup> please complete and return the attached slip by **Monday 25<sup>th</sup> September**.

Replies will be sent to all offers of help, so if you do not hear, please contact us.

### **Distribution of Produce – Thursday 12<sup>th</sup> October**

As in the past, on the day after the Harvest celebrations children are able to distribute food parcels to elderly people at several residential care homes in the area, accompanied by their parent. The residents really enjoy meeting the children and parents and we receive lovely comments from the homes every year. Please note that members of staff are not able to take part in the visits and, for health and safety reasons, you will only be able to take your own child/children to distribute parcels.

If you wish to help with delivering produce to the homes and have not done so before please note the following:

- Parents congregate in the school hall before the visits, either at 9.45am or at 9.00am if they are also packing parcels.
- We try to ensure that parents and children have someone else from their class going to the same home and that they are with parents who have delivered goods before if this is their first time. We also endeavour to have a good ratio of YR, Y1 and Y2 children at each home.
- The residents of the homes look forward to this event and are delighted to meet the children. During this time the children and parents have the opportunity to talk to the residents.
- We ask that the children return to school by 10.45am.

As in previous years we will be sharing the produce between the homes we visit together with Saint Vincent de Paul Society (in conjunction with The Rotary Club of Camberley) and The Besom, a national Christian charity, who both help the needy and vulnerable across Surrey Heath. The Besom and Saint Vincent de Paul Society look for non-perishable gifts such as tea, coffee, tins and packets of food.

**Boxes for produce**

We will need lots of boxes to pack the gifts into and we would be very grateful if you would collect any small boxes from supermarkets etc and bring them into school during the week. Thank you.

**IMPORTANT INFORMATION - Photography and Videos**

Current concerns about the use of photographic images of children have led to very clear guidance being issued by Surrey County Council relating to photography and videoing at school events. Please see the attached guidance on the use of photography and videos at Prior Heath events.

Yours sincerely,



Mrs E McClelland  
Headteacher



**PRIOR HEATH INFANT SCHOOL**

I am ABLE to help with the crèche facilities for the Years 1 & 2 Harvest Festival on Wednesday 11<sup>th</sup> October at 1.45pm YES / NO  
I will have my own child aged ..... with me YES / NO

I am ABLE to help display the Harvest produce on Wednesday morning (11<sup>th</sup> October) at 9am YES / NO

I am ABLE to help with the packing of parcels on Thursday morning (12<sup>th</sup> October) at 9am YES / NO

I am ABLE to help deliver parcels with my child/ren on Thursday (12<sup>th</sup> October) at 9.45am YES / NO

Child's Name.....

Child's Class.....

Signed.....

**Please only complete this form if you are able to help and return to the school office by Monday 25<sup>th</sup> September. Thank you.**



If you are interested in using the crèche facilities for younger siblings, if available, please complete the form below and return to the school office by **Monday 25<sup>th</sup> September**. Thank you.

**PRIOR HEATH INFANT SCHOOL**

I am interested in taking advantage of the crèche facilities on Wednesday 11<sup>th</sup> October at 10.15am.

Name(s) of siblings to be cared for :

.....d.o.b.....age.....

.....d.o.b.....age.....

Name of child at Prior Heath.....

Class.....